

BWVC Regular Meeting

7:30 PM at the BWVC

Monday, May 21, 2018

Attendance: Maria Burslem, David Claney, Terri Hansen, Denis O'Regan, Toby Ridings, Debbi Sheiker, Larry Strange, Mary Young.

The meeting was convened by Denis O'Regan. The minutes from the April 16th meeting were discussed and revised.

Denis also discussed the Building Manager position and the report he is compiling as a result of his work in this position. He shared the following information:

- The banking and security deposit is going well.
- Payment request process is going well.
- Counting cash is being done on an intermittent basis. This needs to be a more regular process. Denis asked if perhaps a treasurer should be elected to the committee.
- Rentals are on par with 2017.
- A meeting with the bookkeeper and AB&L is to be scheduled to determine what the bookkeeper is able to do to support the BWVC committee.
- With regard to sales, materials

Program Report: *See attached Program Report provided by Toby Ridings.*

Programing:

ACRA: Some of the activities and scheduling information for the summer ACRA program were provided by Terri Hansen.

MURAL: Linda Celestrian plans to have the mural in Room 1 complete by the first day of the ACRA summer program.

Communications & Publicity: The website updates are progressing. Several calendars as well as Paypal functionality will be available in the future. Denis stated that we may need to buy another module to support this. Walt is continuing his work on the website and is willing to provide support for the near term. He will provide a demo to the committee as the functionality is updated.

Meeting adjourned 10:00 PM

Respectfully submitted,

Mary Young

Rentals, Management, Building and Maintenance Comments/Report: Denis O'Regan
May 21, 2018

Rentals:

Rental volume continues to be steady, and on par with 2017. No detailed financials are prepared.

The Home Inspectors contract has not gone out, nor has AB&L. Both will get done this week.

AB&L is requesting AC in the room, but I do n't think this was included. I will have to check with Walter's notes.

Management:

If I am elected Chair –

- Civility during meetings (discussion of negative issues, disagreements, or conflict of interest, should not be personal or accusatory?)
- Seating of guests In attendance shall be apart from the committee members and building manager. If a guest wants to be recognized for a question of comment, a simple hand signal will be used. However, committee meetings are working/business meetings and guests are in attendance in accordance with Delaware Open Meetings laws. There is no obligation to recognize guests for participation in discussions. There may be time during new business or after adjournment to receive comments or answer questions. If a Chair of another committee or sponsor/manager of a rental or event at the Buzz is in attendance to present an issue or discuss any business matter, that item should be placed on the agenda first. If this planning isn't possible, a vote of the committee to suspend the rules is necessary to placed the item first.

Referrals Reminder– Do not use individual committee member's email addresses. General referrals and general requests are to be directed to bwvc@arden.delaware.gov. Other referrals: rentals@ardenbuzz.com programs@ardenbuzz.com events@ardenbuzz.com

The new **rental request/application** form and all website considerations are still in planning. Walt and Denis are in ongoing discussions on options for changes and considering outsourcing this work. We met with Danny Schweers, who is also looking to a webmaster solution to the Village website.

Bookkeeper – a meeting is soon to happen with the Treasurer and new Village bookkeeper to carve out services to be performed for the Buzz, which will lighten the load for committee members, who have been doing these tasks.

Voicemail – still unresolved

Building –

Work on storage rebuild has not begun

Elec Panel – The panel is complete.

Maintenance –

George Vernon will test and possibly replace valves in both toilets.

Celestian mural moving to June.

- I will schedule Delmarva for a boot on the electrical.
- John DiGiovanni is retiring and has referred me to another electrician, but he has not returned my call. I want to get a price to move the conduit (interfering with the mural) rerouted. Would appreciate an approval of about \$250 to do this.

Front Sign –

- Should install with Ken Morrison late this week. I'm going to ask Ken for his electrician to install the low voltage transformer and power up.
- The lighting will start at low wattage, then change out to higher wattage if necessary.
- Toby had the idea of repurposing rocks from other wells/gardens to the sign garden. I will lay out the garden, then Patrick and others will plant.
- Cropper will do the paving.

Respectfully Submitted,
Denis O'Regan, Chair

5/20/18

BWVC PROGRAM REPORT FOR PERIOD BETWEEN: 4/16/18 – 5/20/18

Friday night Programming:

Coffee House- May11 2018. Attendance was above average with the popular opening act Sharon and Sean Q. Donations to the Buzz including sales of water \$195.00.. I am in the process of gathering information to help create a SOP for this longtime legacy event for our guidelines.

Art on the Town – 5/11/18, N/A

On going monthly programming:

Mobility Class – Cecilia Vore, organizer, Tues. and Thursdays 2-3PM BWVC. Will continue during ACRA at the Gild Hall or Ivy Gables?

Art studio at the Buzz – Jeanne Orr, organizer. Monday nights. 7-9PM.

Yoga – with Barb McAnany , 8:30 AM on Saturday mornings. Will continue at the Buzz during ACRA.

Long term renter- Dominic Chen ?

Mural: Interior mural order in process. Exterior mural estimated completion by opening day of ACRA.

PPP – Meetings have begun and applications rolling in. Advertising will appear in June page for pre-fair and fair day volunteers. We met on 5/10/18. Most of the discussion was about vendors so far we have 13 paid, 9 pending , 5-6 open. I will be less involved starting in June. I will continue to prepare the vendor information spread sheet for the committee. At this time, all incoming applications must be approved by me before depositing in the bank. Need to take inventory of all supplies and storage of such supplies as soon as possible.

Recent Community event: Sadie Sommerville for the Arden Georgists. **Lecture on Alaskan Purchase:** Sunday April 22, 2018 4-7PM Arden Georgists and the Buzz Ware Village Center welcomed our guest speaker, Gregg Ericsson, a Georgist economist, who helped draft the constitutional amendment After the lectures, I filled in a form with the attendance that was submitted with the cash donations. We had @ 25 in attendance and took in around \$43 in donations – Sadie. This event was expedited without committee vote and made it into the Page just in time.

ACRA: Solicitation Sat. May 6th and House & Garden reception: Sun. May 20th.

ACRA CO-OP: June 23 - July28 Summer Co-op. Walk thru and pre-planning needed.

ACRA Request: Terry Hansen. I'm hoping to organize an ACRA potluck picnic on Friday, July 13. It would be the finale to a day long LARP (live action roll play) adventure the kids will be doing as part of the Summer co-op. This would be open to all residents and families of the kids and free of charge.

It's really an extension of the Summer Co-op, but I wanted to make sure we got on the calendar as being back in the building on that day. Kids would clear the building by 12:30, as usual, and we would be back to set up for the picnic in the 2pm range. I'd anticipate everything wrapping up around 6pm. Additionally, I am still considering organizing an ACRA after hours day for kids 13-19., Tuesdays from 1- 3.

Respectfully submitted,

Toby Ridings